

**NATURAL RESOURCES CONSERVATION SERVICE
PRACTICE DOCUMENTATION GUIDE
ACCESS CONTROL**

472

472 – STEP 1. INITIAL EVALUATIONS

PURPOSE

The purpose of this step is to determine the landowner's desire to exclude animals, people, vehicles and/or equipment from an area in New Mexico. (See Natural Resources Conservation Service, Practice Standard 472).

The landowner must be interviewed to determine the purpose and desire for access control to prevent, restrict, or control access to an area to maintain or improve the natural resources of the site. Some consideration should also be given for human health concerns or to minimize liability.

472 – STEP 2. INVESTIGATIONS, SURVEYS, AND INVENTORIES

PURPOSE

The purpose of this step is to identify all of the mandatory preliminary operations that are required before access control can be sited and planned. This will include identifying all needed utility clearances, archeological clearances, and identifying the proper USGS 7.5 minute quadrangle sheet and other needed maps.

472 – STEP 3. PRACTICE DESIGN

PURPOSE

The purpose of this step is to plan the access control for an area, identify the objectives, and develop a record of the completed actions taken. All required deliverables for the design, installation, and compliance are found on the New Mexico Statement of Work. This document will be followed to successfully complete the project.

The local conditions will need to be assessed at the proposed site in order to identify any possible problems that may arise.

This involves assessing the local landscape and topographic conditions and the local land uses, among other things. If barriers are constructed, they should consist of natural or artificial structures such as logs, vegetation, boulders, fences, gates, signs or other measures. Care must be taken to prevent accidents associated with the use of vehicles. Erosion control must be implemented and care should be taken to follow all state and Federal laws. All appropriate maps and reports must be reviewed with the landowner. An awareness of the types of equipment and materials used in the establishment of the exclusion area is essential, and a list of accepted materials must be provided to the landowner. (See Natural Resources Conservation Service Practice Standard 472, Practice Specification 472, and pertinent job sheets).

The landowner will need to provide the contractor with the appropriate standards, statement of work, job sheets and personal expectations.

472 – STEP 4. PLANS AND SPECIFICATIONS

PURPOSE

The purpose of this step is to document and describe the methods and materials used during the development of the access control area. This will include the documentation of the equipment and tools which were used, techniques and methods used at each site, and recording the relevant information from each site on the approved specification sheets, statement of work, job sheets, technical notes and narrative statements in the conservation plan, or other acceptable documentation.

472 - STEP 5. OPERATION AND MAINTENANCE

PURPOSE

The purpose of this step is to assure the proper management and maintenance is completed at the job site. (See Natural Resources Conservation Service, Practice Standard 472, Practice Specification 472, and appropriate job sheets.

This requires a familiarity with the design and management objectives in order to minimize erosion potential and to maintain the site in a proper and safe fashion while meeting the objectives of the project. These measures should be discussed with the landowner.

472 – STEP 6. COMPLIANCE OR SPOT CHECKING

I. PURPOSE

The purpose of this step is to determine that all work has been completed to the standards required by the Natural Resources Conservation Service.

All completed NRCS forms should be collected from the landowner and submitted to the appropriate persons. (See Natural Resources Conservation Service Practice Standard 472, Practice Specification 472, Statement of Work (Access control) and associated job sheets).

II. DOCUMENTS

Copies of all completed job sheets and associated work sheets should be submitted to the Natural Resources Conservation Service representative within 10 working days of completion of the project.